



LEAN

CITY SCHOOL DISTRICT

"Home, School and Community Educating for Life"



Olean City School District Mission/Vision

The Olean City School District is a student-centered community of excellence in which all members are challenged to learn, achieve, contribute, and innovate.

Guiding Principles

A commitment to fostering:

A respectful, safe, and welcoming environment

An acceptance of diversity

Continuous improvement

Academic excellence and lifelong learning

Honesty, integrity, responsibility, and accountability

Student potential and achievement

NEW STUDENT ENROLLMENT PACKET

Welcome to the Olean City School District,

This packet contains instructions, forms, and resources to enroll a new student in the Olean City School District, organized in the following sections:

1. Welcome, Instructions, and Resources
2. Student and Family History
3. Proof of Residency Documentation
4. Student Health Information

More here?

Grades Pre-K to 3

- East View Elementary
- Washington West Elementary

Grades 4-7

- Olean Intermediate-Middle School

Grades 8-12

- Olean High School

CENTRAL REGISTRAR

Amy Baer-Weis, Central Registrar
Olean City School District
410 West Sullivan Street
Olean, NY 14760

Phone: (716) 375-8998
Fax: (716) 375-8999
Email: AmyBaer-Weis@olean.wnyric.org

Request for Enrollment

A request for enrollment occurs when a student or parent/guardian contacts the Central Registrar to seek new enrollment in the Olean City School District. The Central Registrar's office is located at the back of the Olean High School on Reed Street at the exterior door marked "Pupil Services" or by the following means:

Amy Baer-Weis, Central Registrar
Olean City School District
410 West Sullivan Street
Olean, NY 14760

Phone: (716) 375-8998
Fax: (716) 375-8999
Email: AmyBaer-Weis@olean.wnyric.org

Requests for enrollment will be handled promptly so that students may begin school as soon as possible. During the school year (excluding weekends and holidays), students will typically be able to begin the next school day when requests are received by 12:00 PM. We request that you and your child meet with us on the first day for a building tour and the opportunity to discuss your child's schedule. We will do our best to help your child begin in the most appropriate classes, however his or her placement may be adjusted on receipt of previous school records (ex. transcripts, testing results, IEP, etc). If you prefer to have your child begin enrollment once these documents have been received and reviewed to better inform his or her placement, please sign and date the waiver below.

I, _____, parent/guardian of _____, wish to begin enrollment once previous school records have been received and reviewed. I acknowledge that this may not be the next school day and that I will be contacted regarding my student's actual start date.

Parent/Guardian Signature

Date

Please note that specific timelines to provide required Proof of Residency and Health Information are outlined in the enrollment packet in the applicable sections. Required documentation must be provided in order for your student to maintain enrollment.

If you are a non-resident family seeking enrollment on a tuition basis, you will need to submit a Non Resident Student Request Form to the Superintendent of Schools. The Superintendent will determine whether or not the student(s) will be admitted.

At any time in the process, please don't hesitate to contact Amy Baer-Weis, Central Registrar, with any questions.